

APPLICATION FOR A USAGE VARIANCE
Town of Sutton
Zoning Board of Adjustment

THIS SECTION TO BE COMPLETED BY LAND USE COORDINATOR

Received by: _____ Date Received at Town Hall: _____ Case #: _____
Hearing Date: _____ Fees Paid: _____ Date Granted/Denied/Withdrawn: _____

Having read the Appeal Instructions and reviewed the Appeal Checklist, please complete this application and submit with fees thirty (30) days prior to your hearing.

Name of Applicant: _____
Mailing Address: _____
Home Telephone: _____ Work: _____ Cell: _____
Owner of Property: _____
Location of Property: _____
Tax Map Number: _____ Lot Number: _____ Acreage: _____
Registry of Deeds Book #: _____ Page #: _____

Zoning District (circle one): Residential District or Rural Agricultural District

The undersigned hereby requests a usage variance in accordance with Article _____,
Section _____, of the Sutton Zoning Ordinance in order to: **Describe present and
proposed use in detail (use separate sheet of paper if necessary).**

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Applicant Signature: _____ Date: _____
Property Owner Co-signature: _____ Date: _____

WORKSHEET FOR A USAGE VARIANCE
Town of Sutton
Zoning Board of Adjustment

Applicants Initials:_____

To be filled out by Land Use Coordinator

Case #_____ Applicant:_____ Date:_____

- 1. The variance will not be contrary to the public interest.

- 2. Special conditions exist such that literal enforcement of the ordinance results in unnecessary hardship.
 - a. The zoning restriction as applied interferes with the landowner’s reasonable use of the property, considering the unique setting of the property in its environment.

 - b. No fair and substantial relationship exists between the general purposes of the zoning ordinance and the specific restrictions on the property.

 - c. The variance would not injure the public or private rights of others.

- 3. The variance is consistent with the spirit of the ordinance.

- 4. Substantial justice will be done by granting the variance.

- 5. The value of surrounding properties will not be diminished with the granting of the variance.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Town of Sutton
Zoning Board of Adjustment
Appeal Checklist

Applicant Name: _____

Owner(s) Name if different from Applicant: _____

With the application you must include:

- 1. A copy of a letter of denial for building permit from the Selectmen’s Office.
- 2. All other information pertinent to the request not limited to the following:
 - a. Drawings and descriptions must be in pen/ink only. Please provide twelve (12) copies.

Drawings and descriptions must indicate clearly where the site is located and what is proposed.

The drawings, maps or plans **MUST BE TO SCALE** and provide **ALL** of the following information or the application will be considered incomplete and mailed back to you for completion:

- 1. Show “for the lot of record” the boundary lines – exact footage on all sides. _____
- 2. Name of the road(s) the lot fronts on. _____
- 3. North/South arrow. _____
- 4. Clearly mark names and tax map numbers of all abutters placed on the proper lot locations around the lot of record (see tax map). _____
- 5. Clearly mark location of water wells (make with “W”), septic leach beds (mark with “S”) for the lot of record. _____
- 6. Include all existing structures on the lot, clearly indicating their dimensions, height, and distance from other structures and from the center line of the road and distance from abutter property line. _____
- 7. Clearly mark location of any bodies of water, wetlands and culverts or stonewalls with distances to existing structures. _____
- 8. Floor plan with dimensions: including height; distance from the center line of the road; distance from other structures on the lot and distance from abutter(s) property line. _____

**Town of Sutton
Zoning Board of Adjustment**

Abutter(s) List

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____

Map/Lot # ____ - ____ , ____

Name: _____

Address: _____

City, State & Zip: _____